

ODP-9-810

23 MAY 1979

MEMORANDUM FOR: Deputy Director for Administration  
Director, National Foreign Assessment Center  
Deputy Director for Operations  
Deputy Director for Science & Technology  
Comptroller

FROM : Bruce T. Johnson  
Director of Data Processing

SUBJECT : Senior Agency Management Official for  
Federal Information Processing Standards

REFERENCES : a. Letter to Asst. Sec. for Science &  
Technology, USDC from ADDA dtd.  
21 May 79 (ODP-9-792) (Att. 1)  
b. Letter to D/ODP from Asst. Sec. for  
Science & Technology, USDC, dtd.  
11 May 79 (ODP-9-761) (Att. 2)

STATINTL

1. In the first reference, the Acting Deputy Director for Administration informed the Assistant Secretary for Science and Technology, U.S. Department of Commerce (USDC), The Honorable Jordan J. Baruch, that I had been designated Senior Management Official for Federal Information Processing Standards in this Agency. This was in keeping with the role of the Director of Data Processing. A copy of this reference is attached for your information.

2. The second reference, copy also attached, asked that two draft publications be reviewed and Agency comments on them be sent to the Acting Director, Institute for Computer Sciences and Technology, National Bureau of Standards. The first publication is a Computer Science and Technology Plan and the second is A Guide for the Implementation of Federal Information Processing Standards for Acquisition and Design of Computer Products and Services. My Chief, Management Staff, Mr. [ ] is the Agency point of contact on matters related to the standards program. He will be in contact with your Directorate ADP Control Officer to develop an Agency position on the two publications.



3. My purpose in sending you this memorandum is to call your attention to the highlights of the second reference, highlights that will place additional demands upon our Agency during the next year or so. The May 11 letter states that the Office of Management and Budget (OMB) is vigorously revitalizing the standards program, Federal Information Processing Standards (FIPS PUBS), and that the U.S. Department of Commerce (USDC) standards program had taken important new directions which would necessitate their close interaction with other departments and agencies. The new directions are a) a new focus on the priorities for standards; b) development of a mechanism for measuring adherence to and assessing impact of standards; and c) a new emphasis on standards management responsibilities of the agencies. The USDC will develop a reporting system that will tell them about the implementation of standards within each agency (and this presumably includes all CIA components including ODP). USDC will also ask D/ODP to provide Agency comments on proposed standards and to assure that approved standards and guidelines are obtained and disseminated within the Agency. One final item: OMB has requested each agency to develop policies and procedures relative to the standards program and USDC asked that copies of the policies and procedures be sent to them when they are documented.

STATINTL

4. ODP personnel are studying the highlights mentioned above, including the final item, and their potential impact upon CIA. [ ] will contact your Directorate ADP Control Officer in the near future to develop an Agency position on these matters.

/s/ Bruce T. Johnson

Bruce T. Johnson

Atts: a/s

cc: Directorate ADP Control Officers

DD/A/ODP  
DD/P/ODP  
C/SPS/ODP  
C/MS/ODP

Distribution:

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O/D/ODE [ ] caj/ [ ] 5-23-79

Approved For Release 2002/06/18 : CIA-RDP84-00933R000200150015-0

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## LETTERHEAD

21 MAY 1979

ODP-9-792

The Honorable Jordan J. Baruch  
The Assistant Secretary for  
Science and Technology  
U. S. Department of Commerce  
Washington, D.C. 20230

Dear Mr. Baruch:

I have received your May 11 letter pertaining to the Federal Information Processing Standards. As you know, the Deputy Director for Central Intelligence (DDCI), Mr. Frank C. Carlucci, informed The Secretary of Commerce, The Honorable Juanita M. Kreps, that I was designated the senior CIA management official to assist Secretary Kreps in the important effort of revitalizing the standards program. This was in keeping with my previous role as Director of Data Processing.

Recently, however, the DDCI appointed Mr. Bruce T. Johnson to be my successor as Director of Data Processing and, in addition, Mr. Johnson was designated as Senior Management Official for Federal Information Processing Standards in this Agency. His telephone number is

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Mr. Johnson's Chief, Management Staff, [redacted] remains as the CIA point of contact on matters related to the standards program. [redacted]'s telephone number is [redacted]

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As you indicated, our responses, comments and questions concerning your May 11 transmittal will be forwarded to Mr. Zane Thornton, Acting Director, Institute of Computer Sciences and Technology, National Bureau of Standards.

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Sincerely,

Clifford D. May

Clifford D. May, Jr.  
Acting Deputy Director  
for  
Administration

Original - [redacted]  
Distribution:

cc: Mr. Zane Thornton  
Mr. Bruce Johnson  
Approved For Release 2002/06/18 : CIA-RDP84-00933R000200150015-0





1979 May 11



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Action due



Mr. Clifford D. May, Jr.  
Director of Data Processing  
CENTRAL INTELLIGENCE AGENCY  
Washington, DC 20505

Dear Mr. May:

Secretary Kreps has informed me of your designation as the Senior Management Official for Federal Information Processing Standards in your agency. We look forward to a mutually productive association with you as we work together to make the Federal Information Processing Standards Program more effective. We intend to work with you on all aspects of the standards program and will solicit your advice on key management and policy decisions affecting the program.

Our standards program has taken important new directions which necessitate our close interaction with you. We believe these new directions are basically consistent with guidance provided by the Office of Management and Budget (OMB) and with recommendations contained in the Standards Report of the President's Reorganization Project on ADP. The new directions are as follows:

FIRST, WE HAVE PLACED A NEW FOCUS ON THE THE PRIORITIES FOR STANDARDS.

This approach puts a very high premium on the proper selection of priorities and on interagency coordination to make sure that the priorities are consistent with the Government's needs. In addition, the process will be supported by a renewed emphasis on technology forecasting which has obvious implications for future standards. And finally, the work on standards will include an analysis of the cost and benefits of the standards, the results of which could substantially alter a previous perception of the value of a standard and cause a shift in the order of priorities. To speed up this process we will make extensive use of contracts in the development of standards.



Consistent with this new direction I have enclosed a copy of the Computer Science and Technology Plan for your review and comments. This plan was prepared at the request of the Senate Appropriations Committee and will be transmitted to OMB for approval. The resources identified are for planning purposes. We would like your comments by June 30, 1979, on any aspects of the plan where you feel your agency has an interest.

SECOND, WE ARE DEVELOPING A MECHANISM FOR MEASURING ADHERENCE TO AND ASSESSING IMPACT OF STANDARDS.

We need to know whether we are getting value received for our efforts. We also need information to assist us in assessing the viability of the standards products as well as to indicate where new standards work is required. We are, therefore, developing a reporting system which will tell us about the implementation of standards within each agency, as well as the benefits or problems being encountered. This information will also bear upon our annual updating of priorities and give us the information we need to plan new standards and revise or withdraw existing standards.

Before the end of May we will begin work with a few Senior Management Officials on a pilot standards compliance measurement project which will result in a guideline on standards compliance and implementation in fiscal year 1980 for use by all departments and agencies.

We intend to report on standards compliance in the "Annual Federal ADP Standards Assessment and Program Report" which will be submitted to OMB each year. The first report in fiscal year 1979 will contain preliminary results on standards compliance measurement.

THIRD, AN INTEGRAL PART OF THIS GOVERNMENT-WIDE PROGRAM IS A NEW EMPHASIS ON STANDARDS MANAGEMENT RESPONSIBILITIES OF THE AGENCIES.

Standards management involves Federal-wide responsibilities carried out by the Department of Commerce as well as individual agency responsibilities. OMB has assisted in delineating agency responsibilities by requesting your appointment to work with us in identifying high priority standards requirements, assuring the development of effective standards, evaluating the effectiveness of existing standards, and measuring the degree of agency compliance with Federal standards.



To assist you I have enclosed a "Guide for the Implementation of Federal Information Processing Standards for Acquisition and Design of Computer Products and Services." This guide should be useful in assuring that standards are properly used or referenced in information processing development and procurement activities within your agency. This is the first draft and we would appreciate your review and comments by June 30, 1979, on both its organization and usefulness to your efforts.

Further, OMB requested that you develop your agency's policies and procedures relative to the standards program. We would appreciate having copies of those policies and procedures when they are documented as this information will be useful to us in developing Government-wide guidance in this area.

We will also ask for your comprehensive agency review of the Department of Commerce "Annual Federal ADP Standards Assessment and Program Report" before we submit it to OMB with the fiscal year 1981 budget submission. You will receive a draft copy in July of this year.

In your capacity as the Senior Management Official for ADP standards, we will ask you to provide agency comments on proposed standards and to assure that approved standards and guidelines are obtained and disseminated within your agency. This coordinating function was formerly handled by the "FIPS Point of Contact" in your agency.

Please forward all responses, comments and questions concerning this transmittal to Mr. Zane Thornton, Acting Director, Institute for Computer Sciences and Technology, National Bureau of Standards, Washington, D.C. 20234.

Again, we welcome your support and look forward to a productive association.

Sincerely,



Jordan J. Baruch

2 Enclosures